

**HARRISON COUNTY SHERIFF'S DEPARTMENT
TRAINING ATTENDANCE RECORD**

Catherine Pavolini ATTENDED A TRAINING CLASS
(NAME)

TITLED

PPCT

ON 3/18 2004 AND RECEIVED 4

TRAINING CREDIT HOUR (S) / MINUTE (S).

CERTIFIED SIGNATURE:



NAME OF CERTIFYING INDIVIDUAL:

Kenneth Rogers
(PRINT)

ACKNOWLEDGEMENT RECEIPT

I, Catherine Revolin, have this date received the following
(print full name)

document(s) from Sgt Thomas :
(officer/supervisor)

- ☐ Narrative(s)
- ☐ Informal Counseling
- ☐ Formal Written Counseling
- ☐ Intent to Initiate Corrective Measures
- ☒ Policy on Personnel Records

Catherine Revolin
(Officer Signature)

2/11/08
(Date)

cc: Major Riley
Captain Taylor
Personnel File

HARRISON COUNTY SHERIFF'S DEPARTMENT TRAINING ATTENDANCE RECORD

Catherine Paulini ATTENDED A TRAINING CLASS
(NAME)

TITLED Gang Awareness

ON 01/22 2009 AND RECEIVED 4 hrs

TRAINING CREDIT HOUR (S) / MINUTE (S).

CERTIFIED SIGNATURE:

Anthony Kelly

NAME OF CERTIFYING INDIVIDUAL:

Anthony Kelly
(PRINT)

HARRISON COUNTY SHERIFF'S DEPARTMENT TRAINING ATTENDANCE RECORD

Catherine Paulini 280 ATTENDED A TRAINING CLASS
(NAME)

TITLED Sign language

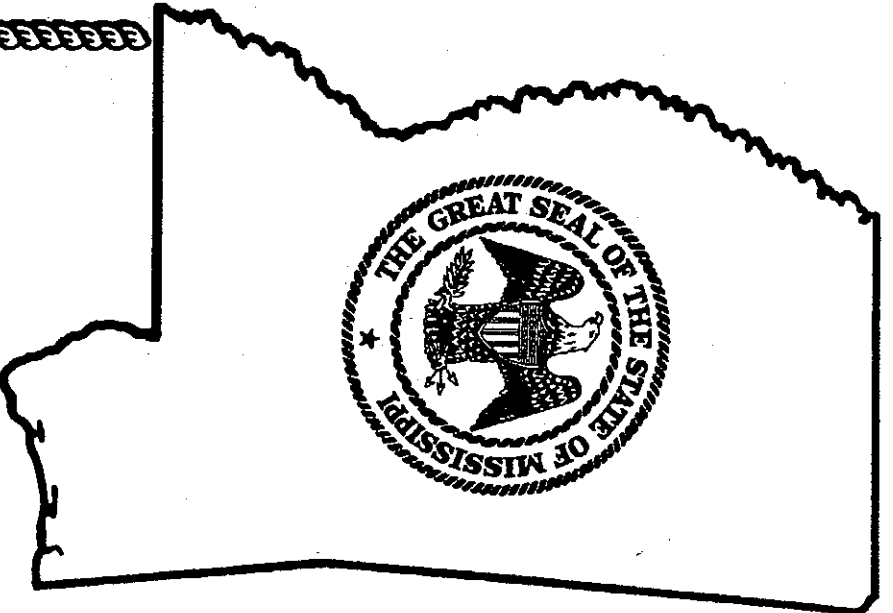
ON Jan, 12 2004 AND RECEIVED 4 hrs

TRAINING CREDIT HOUR (S) / MINUTE (S).

CERTIFIED SIGNATURE: 

NAME OF CERTIFYING INDIVIDUAL: Shelley Mason

(PRINT)



Certificate No. D-01375

STATE OF MISSISSIPPI

Board on Jail Officer Standards and Training

Hereby awards this

Professional Certificate

TO

CATHERINE A. MASON

438-69-3645

This 1st day of September, 2003
As being qualified to be a Mississippi Detention Officer under
Provisions of Chapter 482, General Laws of Mississippi, 1999.

A handwritten signature in dark ink, appearing to read "Robert D. Davis".

Director
Board on Jail Officer
Standards and Training

A handwritten signature in dark ink, appearing to read "Phil B. Baskin".

Chairman
Board on Jail Officer
Standards and Training

SOUTHERN REGIONAL PUBLIC SAFETY INSTITUTE

Harrison County Sheriff's Department
The University of Southern Mississippi-Gulf Coast

This is to certify that

CATHERINE MASON

has successfully completed training in

DEFENSIVE TACTICS

This the 19th day of August, 2003



Kenneth Rogers, Sgt., HCSO
Instructor

Julian Allen, Ph.D., Major, HCSO
Director, SRPSI

SOUTHERN REGIONAL PUBLIC SAFETY INSTITUTE

Harrison County Sheriff's Department
The University of Southern Mississippi-Gulf Coast

This is to certify that

Catherine Mason

has successfully completed

BASIC CORRECTIONAL OFFICER'S TRAINING COURSE
(80 HOURS)

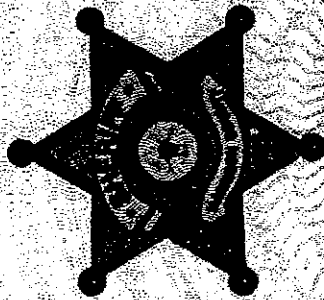
This on 22nd day of August, 2003



[Signature]
Captain, HCSO

[Signature]
Julian Allen, Ph.D., Major, HCSO
Director, SRPSI

Harrison County Sheriff's Department



This is to certify that

Catherine Mason

Has successfully completed

WORKING PLACE-FIRST AID

This the 13th day of August, 2003


Deputy Andrew Kelly, Instructor

SOUTHERN REGIONAL PUBLIC SAFETY INSTITUTE

Harrison County Sheriff's Department
The University of Southern Mississippi-Gulf Coast

This is to certify that

CATHERINE MASON

has successfully completed training in

OLEORESIN CAPSACIN "O.C. SPRAY"

This the 14th day of August, 2003



[Signature]
Walt Brauner, Deputy, HOSD
Instructor

[Signature]
Julian Allen, Ph.D., Major, HOSD
Director, SRPSI

HARRISON COUNTY SHERIFF'S DEPARTMENT TRAINING ATTENDANCE RECORD

Catherine Mason ATTENDED A TRAINING CLASS
(NAME)

TITLED Oil Spray Re Cert
Dept. (Coc Ann)

ON July 02 20 02 AND RECEIVED 1.5

TRAINING CREDIT HOUR (S) / MINUTE (S).

CERTIFIED SIGNATURE:

NAME OF CERTIFYING INDIVIDUAL:

(PRINT)

OC BASIC EXAMINATION

TECHNIQUES	PASS/FAIL	COMMENTS
[1] Tactical Priorities	P	
[2] Gripping Methods		
[3] Spraying Methods		
[4] Securing Arrestee		
[5] Personal Decontamination		
[6] Area Decontamination		
[7] Understands OC as per Ladder of Force		
[8] Guidelines/Policy Read and Understood		
[9] Personally Experienced Effects of O.C.		

NAME Catherine Mason RANK Det DEPARTMENT Booking

DATE TESTED/CERTIFIED 7/10/02 INSTRUCTOR R.H. LACY #16

Signature 

MS425065559
TJA OC Instructor Certification#

CERTIFICATION FOR 1 YEAR

O. C. BASIC WRITTEN EXAMINATION

Name: Catherine Mason

SSN#: 4381093645

Date: 7 02 02

Location: _____

-Please circle the correct answer-

1. What is the absolute minimum distance O.C. should be sprayed?
A. 10 feet
☒ B. 2 feet
C. 5.5 feet
D. 25 feet
2. What is the active ingredient in O.C.?
A. Oleoresin
☒ B. Oil
C. Capsaicin
D. Jalapeno peppers
3. How long do the effects last when a subject is sprayed?
☒ A. 30 - 45 minutes
B. 2 days
C. 10 - 15 minutes
D. less than a minute
4. Where is O.C. placed on the ladder of force?
A. Deadly force
☒ B. After verbal direction
C. Any step
D. Between steps 3 & 4
5. Why is it important to read the O.C. Administrative warning?
☒ A. Medical liability
B. Miranda warning
C. Evidence
D. A & B
6. What does O.C. effect when sprayed on an subject: (list at least 3 effects)

nose
eyes
Breathing



AMERICAN CORRECTIONAL ASSOCIATION

4380 FORBES BOULEVARD • LANHAM, MARYLAND 20706-4322

301 • 918 • 1800 FAX 301 • 918 • 1900

WWW.CORRECTIONS.COM/ACA

September 19, 2002

Catherine Mason
Harrison County Sheriff's Dept.
C/o Capt. Rupert H. Lacy
PO Box 1480
Gulfport, MS 39502

Dear Ms. Mason:

Congratulations on your successful completion of the American Correctional Association's Working with Special Needs Offenders Self-Instructional Course.

Having completed this self-instructional course, you are now eligible to receive continuing education units (CEUs) from Eastern Kentucky University. If you would like to receive CEUs, complete the enclosed registration form and mail it to the American Correctional Association. Please make out your check or money order to ACA in the amount of \$18.00.

Once again, I commend your efforts and urge you to have a copy of this letter placed in your personnel file. If you have any questions or need additional information, please call the Professional Development staff at (301) 918-1862.

Sincerely,

John J. Greene, III
Director
Professional Development

Participant ID# 10662753

Enclosures

Your Grade(s):

80



Presents this

American Correctional Association


Certificate of Completion


to
Catherine Mason

*In Recognition of Your Continued Professional Development
Through the Successful Completion
of The 40 Hour
Working with Special Needs Offenders Self-Instructional Course*

September 2002

DATE


DIRECTOR
PROFESSIONAL DEVELOPMENT


EXECUTIVE DIRECTOR

**HARRISON COUNTY SHERIFF'S DEPARTMENT
TRAINING ATTENDANCE RECORD**

Catherine Mason ATTENDED A TRAINING CLASS
(NAME)

TITLED Corrections Emergency Policy

ON May 2nd 2002 AND RECEIVED 1.5

TRAINING CREDIT HOUR (S) / ~~MINUTE~~ (S).

CERTIFIED SIGNATURE: Norma Gates

NAME OF CERTIFYING INDIVIDUAL: NORMA GATES
(PRINT)

Catherine MASON attended a training class titled _____

CHEMICAL AGENTS USED BY TERRORIST on 12/05/01 @ 1400

and received 45 MIN training hours credit.

Certified signature: ng Bates #134

Name Catherine Mason #280
 Date 10-24-01

SUDDEN CUSTODY DEATH SYNDROME EXAM

1. List 3 terms, conditions, that can cause SUDDEN CUSTODY DEATH.

1. Cocaine psychosis 2. Positional Restraint Asphyxia
 3. Excited Delirium 4. Positional Hypoxia

2. List 8 of the Identifiable Symptoms and Behavioral Patterns listed that may warn you of a potential Sudden Custody Death Syndrome susceptible subject.

1. Bizarre Aggression 2. High temp
 3. Violent towards others/objects 4. Sweating
 5. Shouting / Fear / Panic / Paranoia 6. Shivering / self inflicted injuries
 7. Dilated Pupils 8. Unexpected Strength

3. Impact weapons and pain compliance techniques usually work on these subjects.

 True X False

4. You should try to take these types of subjects down immediately when you encounter them, one on one.

 True X False

5. What restraint position should you never use to secure a violent prisoner?

hog tie position

6. What position should you get a subject into as quickly as possible after restraint?

seated position / up right

Handwritten
USE of Force

1 hr

SIGN - IN SHEET

0800

No Jones

NAME	DEPT. / Section	DATE
Angela Watson #252	Corrections	8-14-01
Catherine Mason #280	Corrections	8-14-01
Miller, Leonard #204	Corrections	8-14-01
Adamsen, Vivian #217	Corrections	8-14-01
Quirk, Carol #309	Corrections	8/14/01
Kay McBraw #283	Corrections	8/14/01
THEODORE R. SURETTE #315	CORRECTIONS	8/14/01
THOMAS PURVIS #281	CORRECTIONS	8/14/01
RAYMOND P. LORENZO #278	CORRECTIONS	8/14/01
Justin M. Richards #226	Corrections	8/14/01
Ryan Mathis #218	Corrections	8-14-01
KEN WARMAN #326	CORRECTIONS	08-14-01
DAVID LANNEL #190	CORRECTIONS	08-14-01
Robert Rhodes #191	correction	08-14-01
Rupa LAHEY 16	SEXOICES	8/14/01
561 - MATHIS #214	CORRECTIONS	08-14-01

CHE

SEXUAL HARASSMENT

9

RAYMOND L WILLIAMS #167

BILLY RAY JOHNSON #225

BARRY J KENNEDY #235

LLEWELLYN J. LABAUVE #178

RANDALL S. LACOMBE #325

CATHERINE MASON #280

RACHELLE DANIELS 187

JUDY ROTHENY

MICHAEL NEILL

7 AUGUST INV KRIEGER

Catherine Mason General order 40 8-6-01

What Do You Know About Sexual Harassment? -- A PreTest
 Mark your response to each of the following. True or False.

1. F A subject of a sexual harassment complaint may avoid liability by demonstrating that the target's dress or appearance "invited" sexual comments.
2. F You observe two male workers in the hallway as a female worker walks by. The men stop talking and "look her up and down" as she passes. One man smiles at the other man, lifts his eyebrows and nods in the woman's direction. The woman saw the men, but did not acknowledge them. She has not complained to you, or any other member of the leadership team. No follow-up action is necessary until a complaint is received.
3. T Sexual harassment is a form of discrimination prohibited by federal law.
4. F The absence of sexual harassment complaints in your section is a good indication that sexual harassment is not occurring there.
5. F What may be sexual harassment to a recipient will not form the basis for liability if the person making the comments or doing the behavior can establish he meant nothing by them.
6. F In most cases, it is okay for a recipient of alleged "quid pro quo" (sex for promotion, favored treatment, etc.) sexual harassment to personally meet with the alleged harasser to address her concerns and to end the harassment.
7. F ^{True} Good-intentioned, fun-loving, or playful physical contact or comments that may possibly be considered be of sexual nature are not forms of actionable sexual harassment.
8. T ^{True} An agency can be held accountable for sexual harassment of employees committed by an outside vendor visiting the premises.
9. T What is sexual harassment to one person may not be sexual harassment to another person who heard the same comment or was subjected to the same behavior.
10. F You hear rumors that an older agency member who has been with the agency for many years has been sexually harassing a new young female worker assigned to your unit, and that the woman has been visibly upset by the older member's conduct. The older member has a reputation of telling sex-based jokes, but "meaning nothing by it" when he says it. No complaint has been received. To be fair to all involved, you should avoid involvement as a supervisor unless and until a complaint has been lodged.
11. T A co-worker who was once romantically involved with another co-worker can claim sexual harassment if the former co-worker continues to make comments of an unwelcome sexual nature to her.
12. F ^{True} A group of workers have worked together for years. Over time, they have developed a "group sense of humor" that often has resulted in risqué jokes being told or sexually explicit cartoons being circulated. No one in the group appears offended by the jokes or cartoons. As long as the group keeps the humor within the group, there is no cause for concern about sexual harassment liability.
13. T Supervisors may be liable for sexual harassment occurring under their watch only if it can be established that the supervisor had actual knowledge of the harassment situation and failed to respond appropriately.
14. F While sexual harassment may subject agency members to disciplinary action, retaliation against a complainant by one or more members of an agency is not an appropriate basis for disciplinary response.
15. F ^{True} A recipient of alleged harassment discusses her concerns with you, and asks you to do no more because "All I wanted to do was to talk to someone." Since the complainant has voluntarily waived an interest in agency follow-up, once you have documented the meeting, no further action will be necessary.

HARRISSON COUNTY SHERIFF'S DEPARTMENT
IN - SERVICE TRAINING

O.C. SPRAY
CLASS

25 April 01
DATE

TO: 1500 FROM: 1700
HOURS OF TRAINING

DEP. DILL
INSTRUCTOR

NAME: MORRIS COREY J.
LAST FIRST MIDDLE INITIAL

SSN: 434-49-3614

DOB: 11/23/74

PHONE: (328) 539-7952

PGR: (228) 383-3920

DUTY ASSIGNMENT POST:

SIGNATURE: [Signature]
EMERGENCY CONTACT INFO (IN CASE OF EMERGENCY CONTACT)

MR. (MRS) BONNIE MORRIS PHONE: (504) 537-0851
ADDRESS: 115 St. Anthony St. Bayland, LA 70394
RELATIONSHIP: MOTHER

DO NOT WRITE BELOW

CLASS HOURS FOR TIME SHEET 121 HOURS
CERTIFIED AREA: (YES) NO #
GRADING SYSTEM: (PASS) FAIL
RECERTIFICATION DATE: 04-25-02

Mickey Dill
INSTRUCTOR NAME CERTIFICATION

SHIFT TRAINING

POLICY AND PROCEDURE DIRECTIVE

ON **APRIL 21, 2001** I, Catherine Mason (PRINT NAME). DURING

THE SHIFT BRIEFING FOR THE **1900-0700** HOURS SHIFT RECEIVED A 10 MINUTE BLOCK OF
INSTRUCTION REVIEW CONCERNING **PERSONNEL SELECTION AND RETENTION**.
CONDUCTED BY **SERGEANT DRECHSEL**.

Catherine Mason 280
(DEPUTY SIGNATURE)


Shift Training
1900-0700

On March 24, 2001, ten minutes of training was conducted on emergency policy and procedures, per the Harrison County Adult Detention Center Policy and Procedure Directives. *Riots Disturbance*

Catherine Mason #280
Signature - Badge #

Catherine Mason #280
Print Name - Badge #

Lieutenant A. Kelly


Sergeant W. Drechsel

**HARRISON COUNTY SHERIFF'S DEPARTMENT -- INMATE HANDBOOK
ADULT DETENTION CENTER**

HANDBOOK ISSUED TO

Catherine Mason #280
Print Name

Catherine Mason #280
Signature

DATE HANDBOOK ISSUED

02/23/01

This manual is issued to you as an employee of the Harrison County Sheriff's
Department Correctional Division.

Major Dianne Gatson-Riley
Director of Corrections

**HARRISSON COUNTY SHERIFF'S DEPARTMENT
IN - SERVICE TRAINING**

Cultural Diversity
CLASS

Feb 13.01
DATE

TO: 0900 FROM: 1300
HOURS OF TRAINING

Sanderson
INSTRUCTOR

NAME: Mason Catherine A
LAST FIRST MIDDLE INITIAL

SSN: 438-169-3645 DOB: 090575
PHONE: 228-392-9851 PGR: _____
DUTY ASSIGNMENT POST: Correction Officer
SIGNATURE: _____

EMERGENCY CONTACT INFO (IN CASE OF EMERGENCY CONTACT)

MR./MRS. C. B. or Sue Mason PHONE: 228 392-9851
ADDRESS: 8050 Woodmarket Rd Biloxi MS 39532
RELATIONSHIP: Father + mother.

DO NOT WRITE BELOW

CLASS HOURS FOR TIME SHEET _____
CERTIFIED AREA: YES NO #
GRADING SYSTEM: PASS FAIL
RECERTIFICATION DATE: _____

INSTRUCTOR NAME

[Signature]
CERTIFICATION

3-ALDF-1D-02

SERVICE TRAINING RECORD

Health Service Admin
CLASS

07-14-00
DATE

HCDC
LOCATION

0900-1200
HOURS OF TRAINING

Ron Isaac
INSTRUCTOR

NAME Catherine Mason SSN 438-109-3645

SEX: () MALE (X) FEMALE DOB 09-05-75

HOME ADDRESS 8050 Wuxlmarket Rd

CITY Biloxi STATE MS ZIP 39532

TELEPHONE: HOME (228) 392-9851 OFFICE 896-3000

Catherine Mason
OFFICERS SIGNATURE

07-14-00
DATE

EMERGENCY INFORMATION

NAME C.B. Mason RELATIONSHIP Father

TELEPHONE: HOME (228) 392-9851 OFFICE N/A

CLASS HOURS 3 TEST SCORE: PRE _____ POST _____

CERTIFIED AREA: _____ (YES) (NO) (PASS) (FAIL)

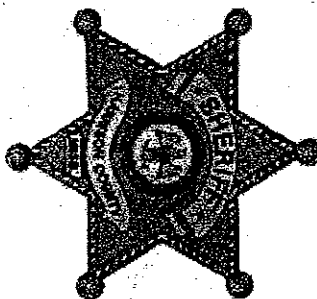
Ronald Isaac
INSTRUCTORS SIGNATURE

DATE

RECORDED: _____ DATE _____ BY: _____

INSTRUCTOR COMMENTS _____

Harrison County Sheriff's Department
Correctional Division




Awards
40 Hours of Training
to

CATHERINE MASON

For completing a

Pre Service Correctional Officer Course

Given this 23rd day of June 2000


Major Dianne Catson-Riley
Director of Corrections

HARRISON COUNTY SHERIFF'S DEPARTMENT

CORRECTIONAL OFFICER 40 HOUR/PRE-SERVICE

0830 -- WELCOME REGISTRATION
0900 -- JAIL OVERVIEW, TOUR PAPERWORK
1200 -- LUNCH
1300 -- US CONSENT ORDER
1400 -- IPCS

END OF DAY AT 1700 HRS.

0815 -- POST ORDERS
0900 -- INMATE MEDICATION
1030 -- SEXUAL HARRASMENT
1130 -- FIRE SAFETY
1230 -- LUNCH
1330 -- INMATE RULES, RVR'S
1500 -- INMATE GAMES

END OF DAY AT 1700 HRS.

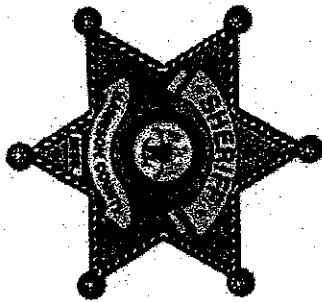
0815 -- RADIO COMMUNICATIONS
0930 -- OFFICER SAFETY & STRESS
1130 -- INMATE CLASSIFICATIONS
1230 -- LUNCH
1330 -- HANDCUFFING & SAFETY
1530 -- OC CERTIFICATION
(HAVE A CHANGE OF CLOTHING)

0815 -- OFFICER CONDUCT
0930 -- INMATE SEARCH
1200 -- LUNCH
1300 -- CONTRABAND SEARCH
1500 -- REPORT WRITING
END OF DAY AT 1700 HRS.

0830 -- REPORT WRITING
1030 -- SUICIDE PREVENTION
1200 -- LUNCH
1330 -- FIRST AID & CPR

40 HOUR CLASS COMPLETION, RECEIVE CERTIFICATION

**Harrison County Sheriff's Department
Correctional Division**



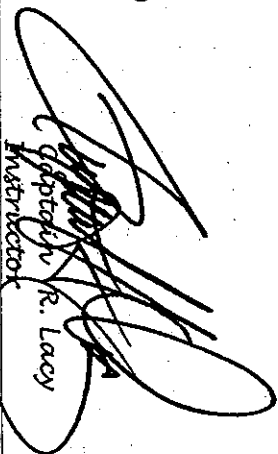
This is to certify that

CATHERINE MASON

has successfully completed

O.C. SPRAY

This the 23 rd day of June, 2000


Captain R. Lacy
Instructor

Record of Training

US vs. Harrison County Consent Order
40 Hour Pre-Service Training

Name: Catherine mason Date: 06-19-00
Address: 8650 Woolmarket Rd
City: Biloxi State: MS Zip: 39532
Work Tel. No: (288) 392-9851 Extension: _____
Facility Location: Harrison County Jail
Hire Date: 06-19-00 Rank/Position: Correctional

(DO NOT SIGN UNTIL SPECIFICALLY INSTRUCTED TO DO SO)

I have received a copy of the case US vs. Harrison County,
specifically the Consent Judgment and 2nd Supplemental Report of
Plaintiff's Expert Steve J. Martin.

The above documents have been fully read and explained to me and
I acknowledge receipt of a copy of same.

I understand and hereby agree to comply with the terms, conditions
and obligations set forth in the above order and supplement to the
best of my ability in my duties as an employee of the Harrison County
Sheriff's Department.

Catherine mason
Employee

0-6-19-00
Date

Instructor:

Lynn Kelley

RADIO COMMUNICATIONS TEST

OFFICERS NAME: Catherine Mason BADGE _____

THE FOLLOWING TEST QUESTIONS ARE SOME OF THE MOST USED CODES.

1. WHAT IS THE CODE FOR A. 10-4
2. WHAT IS THE CODE FOR B. 10-1
3. WHAT IS THE CODE FOR C. 10-2
4. WHAT IS THE CODE FOR D. 10-12
5. WHAT IS THE MEANING FOR 10-4
Affirmative
6. WHAT IS THE MEANING FOR 10-9
Repeat
7. WHAT IS THE MEANING 10-43
Under Control
8. WHAT IS THE MEANING 10-25
Disregard
9. WHAT IS THE MEANING 10-15
Prisoner in Custody
10. WHAT IS THE MOST IMPORTANT THING ABOUT RADIO COMMUNICATIONS
Radio Discipline

100%
172